



Manistee County Board of Commissioners

Manistee County Courthouse • 415 Third Street • Manistee, Michigan 49660

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Carl Rutske
Richard Schmidt

CLERK

Marilyn Kliber
(231) 723-3331

CONTROLLER/ADMINISTRATOR

Thomas Kaminski
(231) 398-3500

AGENDA

THE MANISTEE COUNTY BOARD OF COMMISSIONERS WILL HOLD THEIR REGULAR MEETING ON THURSDAY, SEPTEMBER 22, 2011 AT 9:00 A.M. IN THE BOARD OF COMMISSIONERS' MEETING ROOM LOCATED IN THE MANISTEE COUNTY COURTHOUSE AND GOVERNMENT CENTER, 415 THIRD STREET, MANISTEE, MICHIGAN.

CALL TO ORDER BY THE CHAIRPERSON

PLEDGE OF ALLEGIANCE

INVOCATION

ROLL CALL

APPROVAL OF MEETING AGENDA

CONSENT AGENDA

- A) The minutes of the August 16, 2011 regular Board meeting.
- B) The minutes of the August 23, 2011 Board of Commissioners ORV Ordinance Public Hearing.
- C) September 2011 monthly appropriations and fund transfers which are attached under APPENDIX A.

PUBLIC COMMENT

TREASURER'S REPORT (Russell A. Pomeroy)

- A) During this report, Mr. Pomeroy will recommend and request approval of a contract between Manistee County and an accounting firm to perform the County's annual audit for FY 2010/11.

RECOGNITION, ANNOUNCEMENTS & CORRESPONDENCE

COMMITTEE REPORTS - (Reports may be given at any time during the meeting as time allows).

- *A) Finance Report
- **B) Ways & Means/Equalization/Physical Resources Committee Report
- *C) Policy Committee Report
- *D) Personnel Committee Report
- *E) Public Safety Committee Report & Sheriff Report
- F) Investment Committee Report
- *G) Technology/Information Committee Report
- H) Human Services Committee Report
- *I) Executive Committee Report (Joint Court Committee)
- *J) Green Team/Recycling Committee Report
- K) Regional Summit Committee Report
- *L) County Controller/Administrator's Report
- *M) Reports from individual Commissioners on various special assignments.
- N) Report on Joint City/County/Tribal issues.
- O) Bear Lake Improvement Board - MILFOIL

(* = Committee meetings held this month)

9:30 A.M. - PUBLIC SAFETY COMMITTEE REPORT - The Committee will report on a proposed ordinance for the purpose of authorizing and regulating the operation of Off Road Vehicles (ORVs) on roads in Manistee County, for the purpose of providing penalties for the violation thereof, and for the distribution of public funds resulting from those penalties pursuant to 2008 PA 240, MCL 324.81131. The ordinance, if approved, will take effect once notice of the action has been published in the newspaper of general circulation in the County. A public hearing on the proposed ordinance was previously held by the Board on August 23, 2011.

9:45 A.M. - BOARD/COMMISSION APPOINTMENTS

A) WEST SHORE MEDICAL CENTER BOARD OF TRUSTEES

In conformance with Public Act 230, the following individuals have been nominated by the Medical Center Board of Trustees to fill the remainder of an unexpired term of office held by Robert DeSisto, who passed away earlier this year. The term of office will expire on December 31, 2013.

- 1) Robert Evans
- 2) Joel Meister
- 3) Cathy Walter

B) MANISTEE COUNTY VETERANS COUNSELOR

Review and consideration of a recommendation by the United Veterans Council to appoint a Manistee County Veterans Counselor with an effective date and a specific annual salary. This appointment will fill the remainder of an unexpired term of office held by Beth Yeack, who is resigning from the position. The term of office will expire on December 31, 2014.

10:00 A.M. - PUBLIC HEARING ON THE FY 2011/12 COUNTY BUDGET:

The purpose of this hearing is to receive public comment on the Manistee County FY 2011/12 budget and the proposed tax millage rate to be levied to support the budget.

On Tuesday, August 16, 2011, the Board of Commissioners adopted a FY 2011/12 tentative General Fund budget totaling \$9,901,167, and tentative Supplemental Fund budgets totaling \$3,061,661 (net). Since that time, the tentative budget and maximum property tax millage rate of 8.5891 mills has been available for public inspection in the County Clerk's Office. The Ways & Means Committee has also been reviewing the financial statements of all County entities receiving special voted millage to determine whether millage reductions or increases should occur. As a result of these circumstances, the Ways & Means Committee in August 2011 recommended the following Manistee County millage levy for 2012 operations, in accordance with the General Property Tax Act.

ENTITY	2010 MILLAGE LEVY	MAXIMUM 2011 MILLAGE LEVY	WAYS & MEANS COMMITTEE RECOMMENDED 2011 MILLAGE LEVY
County Allocated Operating (levied in July 2012)	5.4615	5.4615	5.4615
Library Operations	1.0000	1.0000	1.0000
Medical Care Operations	.4965	.5000	.5000
9-1-1 Emergency Response	.7000	1.0000	.8000
Dial-A-Ride Operations	.3276	.3276	.3276
Council on Aging Operations	.3000	.3000	.3000
TOTAL	<u>8.2856</u>	<u>8.5891</u>	<u>8.3891</u>

In addition to public input, the Ways & Means Committee and County Administration will provide a brief overview of recommended changes to the tentative budget, and answer any questions from the Public and/or Board members. (A copy of the Public Comment Rules of Procedure is attached under APPENDIX B.)

IMMEDIATELY FOLLOWING THE PUBLIC HEARING, the Board will consider adoption of the 2011 General Fund Appropriations Act Resolution. This resolution adopts the FY 2011/12 General Fund and Supplemental Fund budgets. This resolution also levies under the General Property Tax Act, a total millage of 8.3891 mills for 2012 operations, and sets specific policies and procedures regarding the FY 2011/12 budget.

MISCELLANEOUS CONTROLLER AND BOARD ITEMS. (These items may be considered at any time during the meeting as time allows).

- A) Consideration to approve the FY 2012 Crime Victim Rights Funding grant agreement between Manistee County, the Prosecuting Attorney and the State of Michigan.

ADJOURNMENT

Visit: www.manisteecountymi.gov to view the County Directory, Calendar of Events, Meeting Reports (under Board of Commissioners), etc.

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APPENDIX A

2011 CONSENT AGENDA

MONTHLY APPROPRIATIONS - SEPTEMBER 2011

District Health Dept. #10 Appropriation (through 12/11)	\$13,009.50
Mental Health	\$13,883.16
Alliance for Economic Success	\$7,564.00
Conservation District	\$2,313.75
TOTAL	<u>\$36,770.41</u>

FUND TRANSFERS - SEPTEMBER 2011

Transfer from General Fund Line Item #101 103 999.013 "Transfer-Airport Fund" to the Airport Fund #295 (1/12)	\$9,583.33
Transfer from General Fund Line Item #101 131 999.002 "Transfer-Law Library Fund" to the Law Library Fund #269 (100%)	\$0.00
Transfer from General Fund Line Item #101 228 999.005 "Transfer-Computer Fund" to the Computer Fund #273 (100%)	\$0.00
Transfer from General Fund Line Item #101 265 999.008 "Transfer-Capital Improvement Fund" to the Capital Improvement Fund #251 (100%)	\$0.00
Transfer from General Fund Line Item #101 265 999.007 "Transfer-Vehicle Fund" to the Vehicle Fund #603 (100%)	\$0.00
Transfer from General Fund Line Item #101 301 999.007 "Transfer - Vehicle Fund" to the Vehicle Fund #603 (100%)	\$0.00
Transfer from General Fund Line Item #101 142 999.015 "Transfer Out-Child Care" to the Child Care Fund #292 (1/12)	\$8,333.33
Transfer from General Fund Line Item #101 215 999.004 "Transfer Out-Elections Fund" to the Elections Fund #218 (100%)	\$0.00
Transfer from General Fund Line Item #101 265 999.009 "Transfer Out-Building Authority Fund" to the Building Authority Debt Fund #369 (1/12)	\$14,591.91
Transfer from General Fund Line Item #101 253 999.006 "Transfer Out-Tax Refunds" to the Tax Refunds Fund #252 (100%)	\$0.00

(APPENDIX A CONT.)

Transfer from General Fund Line Item #101 103 999.014 "Transfer Out-Health Insurance" to the Employee Fringe Benefit Fund #260 (1/12)	\$8,583.33
Transfer from General Fund Line Item #101 351 999.010 "Jail Loan Payment Fund Transfer" to the Tax Revolving Fund	\$0.00
Transfer from General Fund Line Item #101 103 999.012 "Transfer-Employee Training Fund" to the County Employee Training Fund #230 (100%)	\$0.00
Transfer from General Fund Line Item #101 721 999.011 "Transfer-Remonumentation Fund" to the Remonumentation Fund #253 (100%)	\$0.00
Transfer from General Fund Line Item #101 301 999.021 "Transfer Out-Jaws of Life Fund" to the Jaws of Life Fund #241 (100%)	\$0.00
Transfer from General Fund Line Item #101 682 999.020 "Transfer Out-Other Funds" to the Soldiers & Sailors Relief Fund #293 (100%)	\$0.00
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TOTAL	\$41,091.90
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Total Appropriations and Fund Transfers =	<u>\$77,862.31</u>

The County Board also approves the monthly budgeted transfer of funds from each individual departmental line item for Health Insurance, Life Insurance, Dental Insurance, and Workers' Compensation to the Employee Fringe Benefits Fund #260; the transfer of funds from individual departmental line items for Retirement to the Compensated Services Fund #297; and the transfer of funds from the individual departmental line items for sick and vacation payouts to the Employee Separation Fund #298.

APPENDIX B

MANISTEE COUNTY BOARD OF COMMISSIONERS PUBLIC COMMENT PROCEDURE

The Manistee County Board of Commissioners welcomes public comment in support of its decision-making process. To assure an orderly, fair and balanced process, the Board asks that participants observe the following rules of procedure:

- 1) Please reserve your time to speak by listing your name and address on the Public Hearing sign-up sheet.
- 2) The Chairman will recognize each speaker. When a speaker has the floor, he/she is not to be interrupted unless time has expired. Persons speaking without being recognized shall be out of order.
- 3) Speakers shall address all comments and questions to the Board Chairman.
- 4) Public comment shall be limited to five (5) minutes per speaker, one time only. If a group of people wish to be heard, a spokesperson may be designated who may request that more than five (5) minutes be permitted for the collective comments of that group as presented by that speaker.
- 5) The Chairman may request that repetitive comments be limited or abbreviated in the interest of saving time and allowing others to speak.
- 6) Normal civil discourse and decorum is expected at all times. Applause, shouting, outbursts, demonstrations, name-calling or other provocative speech or behavior is not helpful to the decision-making process and may result in removal from the hearing or an adjournment.

Thank you for your interest in the work of the Manistee County Board of Commissioners and for your cooperation with these rules.

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